

biennaleofsydney

24th Biennale of Sydney 2024 TEN THOUSAND SUNS

Education Program Sub Risk Assessment White Bay Power Station

Document History

Version #	Date Created	Name	Details
01	12/02/2024	Michael Kennedy	First draft
02	20/02/2024	Matt Woodham	Additions + amendments

Summary

This document is a risk assessment prepared by the Biennale of Sydney for its **Education Program** at White Bay Power Station, Rozelle. It is a sub risk assessment and as such should be read in conjunction with the Biennale of Sydney's risk management plan and primary risk assessment.

This document includes a risk assessment written in accordance with the international risk management standard ISO 31000:2018 – Risk Management. This standard provides the optimum platform for the identification, assessment and treatment of risk. Multiple risk registers have been included in this report that outline key risk controls, plans, documents and third- party reports that are required to meet the production requirements.

Risk Analysis

Risk analysis is a process that is used to understand the nature, sources, and causes of the risks that have been identified, and to estimate their level of risk on the event. To support the risk analysis process, criteria scales have been developed and applied.

The likelihood that a risk may take place on the event is selected from below.

LIKELIHOOD:		
A	ALMOST CERTAIN	The risk will occur during the event
B	LIKELY	The risk will likely occur during the event
C	POSSIBLE	The risk is possible during the event
D	UNLIKELY	The risk is unlikely to occur on the event
E	RARE	The risk is rare and not expected on the event

For each risk identified, the consequence of the risk occurring must be considered using the consequence criteria below. Consequence refers to the outcome of an event affecting objectives. This should be based on the most credible outcome (not the worst case) impact of the risk. The most credible outcome means that which is plausible or reasonably believable.

CONSEQUENCES:		
5	CRITICAL	Loss of life, permanent disability or multiple serious injuries (Notifiable)
4	MAJOR	Serious injury requiring immediate hospitalization as IN patient (Notifiable) – ongoing treatment by specialists
3	MODERATE	Moderate injury/illness requiring medical treatment or hospitalization (ER) – ongoing treatment (i.e. Physio)
2	MINOR	Minor injury requiring First Aid treatment (e.g. minor cuts, bruises, strains)
1	INSIGNIFICANT	No treatment required

Risk Evaluation

Risk evaluation is a process that is used to compare risk analysis results with risk criteria in order to determine whether or not a specified level of risk is acceptable or tolerable.

By combining the likelihood and consequences and using the risk matrix below – a risk level is obtained.

Risk Matrix		Consequences					
		1	2	3	4	5	
		Insignificant No injuries / minimal financial loss	Minor First aid treatment / med financial loss	Moderate Medical treatment / high financial loss	Major Hospital / significant financial loss	Catastrophic Death / massive financial loss	
Likelihood	A	Almost Certain Often occurs / Once a week	Moderate	High	High	Very High	Very High
	B	Likely Could easily happen / once a month	Moderate	Moderate	High	High	Very High
	C	Possible Is known to happen / once a year	Low	Moderate	Moderate	High	Very High
	D	Unlikely It's imaginable / once in 10 years	Low	Low	Moderate	Moderate	High
	E	Rare Vaguely conceivable / once in 100 years	Low	Low	Low	Moderate	High

Once contributing factors have been considered and risk controls applied for each identified risk, a residual risk level will remain.

Risk Treatment

Biennale has a legal duty to ensure that risks on the event are eliminated or minimised so far as is reasonably practicable. It is not a requirement, or possible to eliminate all risk, and all productions, events, performances, and work activities have some level of risk associated with them.

The intent of risk management is to reduce risks to levels that are acceptable for the production/business. The below pictorial outlines the risk acceptability for this production.

Risk Treatment involves selecting and implementing one or more treatment options from below.

- Retain Risk – accept the risk
- Avoid Risk - avoid a particular activity all together
- Reduce Risk – to levels so far as reasonably practicable*
- Remove the Source of Risk – remove a hazard/risk completely
- Change the Consequences or Likelihood
- Share Risk – engage specialists or contractors

Education Programming / Activities

Area Supervisors: **Michael Kennedy & Matthew Hirst**

General Hazards

HAZARD	POTENTIAL OUTCOMES	INITIAL RANK	CONTROL / ACTIONS	REVISED RANK
<p>Inadequate supervisory arrangements</p>	<ul style="list-style-type: none"> • Involvement of police • Bad press • Possibility of negative impact on future education engagement from the sector • Possibility of injury of students • Departmental inquiry 	<p>C3</p>	<ul style="list-style-type: none"> • Compliance with regulation guidelines • WWVC compliant volunteers for volunteers working in the space • WWCC for educators and Biennale of Sydney staff working with students. • Invigilation of works and existing building infrastructure and hazards by Biennale of Sydney staff and volunteers • Assistance with supervision from participating teachers • Students in workshops to be provided only with age appropriate equipment e.g. safety scissors 	<p>C1</p>
<p>Student behavioural issues during education activity</p>	<ul style="list-style-type: none"> • Physical and psychological harm to students • Stress and uncertainty for all volunteers/organisers • Adverse media exposure 	<p>C2</p>	<ul style="list-style-type: none"> • Discuss agreed code of conduct with students • Explicitly tell students of behaviour requirements • De-escalation training • Festival Producers and front of house support to be accessible via radio communication at all times • Reliable and consistent incident reporting 	<p>C1</p>

Medical issues (known)	<ul style="list-style-type: none"> • Injury/death of student • Departmental inquiry 	D5	<ul style="list-style-type: none"> • Obtain relevant information from schools • Ensure schools/parents take responsibility for dosage/medication • First Aid Officers on-site • Parents contacted immediately if unwell 	D2
Medical issues (unknown)	<ul style="list-style-type: none"> • Injury/death of student • Departmental inquiry 	D5	<ul style="list-style-type: none"> • Adults to carry mobile phone at all times • First Aid Officers on-site • First Aid Kits and defibrillators available on site • Remind students prior to each activity the potential hazards • Schools to maintain and provide emergency and parent contacts as required 	D2
Parent approval	<ul style="list-style-type: none"> • Parents aren't advised of the nature of the site and exhibition • Parents distressed about the location and activity of their child 	C3	<ul style="list-style-type: none"> • Schools to ensure parent permission prior to excursion. • Parents informed of the location of students as well as task responsibilities/times and drop off/pick up times/school excursion policies • Biennale to provide support for students in the event of mishaps with school / students arriving separate to official school excursion procedure / left in venue. • Biennale to liaise with parents in the unlikely event of separation between students and schools where the school representative cannot be contacted. 	C1
Principal / School approval	<ul style="list-style-type: none"> • Principal unaware of student involvement. 	C3	<ul style="list-style-type: none"> • Schools to obtain approval • Schools to complete risk management plan as part of approval process 	C1

<p>Environmental/weather conditions</p>	<ul style="list-style-type: none"> • Sunstroke • Saturation • Injury • Involvement of emergency services • ‘Bad press’ 	<p>B3</p>	<ul style="list-style-type: none"> • Schools and Biennale of Sydney to study weather forecast and make accommodations accordingly • Biennale to send pre-activity communications to schools ensuring appropriate clothing and sun protection is brought along • All students wear hat and sunscreen outdoors • Frequently check for signs of medical emergency in hot or cold weather • Schools to advise bringing jumpers and blazers in the winter months • Biennale of Sydney ensure availability of emergency equipment e.g. water, emergency blanket, first aid kit etc. • Biennale of Sydney to conduct regular WH&S site assessment and contingencies 	<p>C1</p>
<p>Student is lost</p>	<ul style="list-style-type: none"> • Involvement of emergency services • Bad press • Stress and uncertainty for students, staff, teachers and parents • Departmental inquiry 	<p>B3</p>	<ul style="list-style-type: none"> • Ensure all students are accounted for at all times • Biennale to fully staff site with Front of House staff and Volunteers to adequately monitor student movement • Students and teachers to be pre briefed re boundaries and inaccessible areas whilst on site • Teachers to immediately notify Biennale of Sydney of missing students • Biennale of Sydney staff to implement missing child procedure over the on-site radio network to search for and identify missing children. • Once student is found bring them to the site office and alert Biennale staff; communicate with school. 	<p>B1</p>

<p>Student damages property and / or artworks</p>	<ul style="list-style-type: none"> • Bad Press • Significant insurance implications • Incurred cost • Possible injury 	<p>B3</p>	<ul style="list-style-type: none"> • Students explicitly told how to treat and respect all artworks and heritage infrastructure • Students explicitly told to observe barricades and refrain from touching works unless explicitly told otherwise • Students explicitly told how to refrain from running and unnecessarily rough behaviour • Students to refrain from eating and drinking in the exhibition space. 	<p>B1</p>
<p>Molestation of a student</p>	<ul style="list-style-type: none"> • Physical and psychological harm to students • Involvement of police • Ministerial enquiry • Stress and uncertainty for students and adults • Extremely negative press 	<p>C4</p>	<ul style="list-style-type: none"> • All adults directly working with children to hold current WWCC and WWVC certification • Ensure supervision from School representatives at all times • Biennale briefed by School on any specific supervision requirements or procedures. • Compliance with all relevant regulations and guidelines 	<p>C1</p>